

March 21, 2022

Kathleen Kleinmann, Chair
City of Rockville Traffic & Transportation Commission
111 Maryland Avenue
Rockville, Maryland 20850

City of Rockville Mayor and Council
111 Maryland Avenue
Rockville, Maryland 20850

Re: Traffic and Transportation Commission addition to City of Rockville Code of Ordinances

Honorable Mayor and Council,

As Chair, and on behalf of, the City of Rockville Traffic and Transportation Commission, I am requesting the Mayor and Council amend the City of Rockville Code of Ordinances to include the role, duties, and responsibilities of the Traffic and Transportation Commission as a subsection of Chapter II, Article III: Boards, Commissions, Etc. This proposal was suggested by the Mayor as a potential approach to reinforcing the Commission's role within the City during the January 2022 Commission meeting and has been discussed further by the Commission during subsequent Commission and ad-hoc sub-committee meetings.

The Traffic and Transportation Commission was created by resolution in 1972 (Resolution No. 28-72) to advise and assist the Mayor and Council and Planning Commission on transportation related issues of the time, including an inter-city bus, speeding automobile traffic, and adequate facilities. This resolution was repealed and re-enacted in 1976 (Resolution No. 3-76), and again in 1979 (Resolution 3-79). Each edition contained similar responsibilities to advise the Mayor and Council and Planning Commission on transportation related issues.

The responsibilities listed in the 1979 resolution are sufficiently vague to encompass many current transportation issues. However, changes to travel trends, transportation modes, and an increasingly diverse and multimodal population since the late 1970s signify a need to update the duties and responsibilities of the Commission. Additionally, establishing updated duties and responsibilities within the City's Code of Ordinances would better formalize the Commission's opportunity to lend insight and advise on transportation issues and provide a resident group more reflective of the City's transportation needs. Furthermore, the Commission's existing City Code of Ordinances authority to designate or revoke a residential permit parking area of more than fifteen homes and authority to name bridges suggests that inclusion in the Code of Ordinances is more appropriate than an updated resolution.

The Traffic and Transportation Commission respectfully requests that the Mayor and Council consider amending the City Code of Ordinances to include the following provisions:

1. **Transportation and Mobility Commission** – The Traffic and Transportation Commission recommends that a new name be used that is more representative of the City's multimodal goals and traveling public.
2. **Commission Composition** – The Traffic and Transportation Commission recommends that the Commission have a minimum of five members, serving three-year terms, as well as a minimum of two advisory, non-voting, or ex-officio members that represent the Rockville Bicycle Advisory

Group, the Rockville Pedestrian Advocacy Group, or any future officially approved transportation related group.

3. **Meetings** – The Traffic and Transportation Commission recommends meetings be held quarterly, at minimum, and that the Commission Chair has the ability to cancel meeting with the appropriate amount of time and public notice.
4. **Responsibilities** - The Traffic and Transportation Commission recommends the following responsibilities to be included in the ordinance:
 - a. Provide informed comments and recommendations to the Mayor and Council for any transportation and mobility related matters, including transportation and land use projects and plans based on a review of City developed reports and documents; consultation with The Department of Public Works or other relevant agencies; and outside information including best practices, competing needs and concerns, and public comments.
 - b. Advise the Mayor and Council, as requested, or as initiated by the Commission, on opportunities to advance a transportation and mobility network that is safe, equitable, convenient, fiscally resilient, and environmentally sustainable for the City of Rockville.
 - c. Provide written comments and recommendations to the Mayor and Council, as appropriate, on transportation and mobility related programs and policies, including but not limited to, the City's Comprehensive Transportation Review, Complete Streets Policy, Vision Zero Action Plan, Bikeway and Pedestrian Master Plans, and proposed operating and capital budgets.
 - d. Provide written comments to the Planning Commission for development applications that meet the traffic thresholds consistent with the Comprehensive Transportation Review requirements.
 - e. Approve requests for designation or revocation of parking permit areas that encompass more than 15 households. Serve as the board of appeals regarding decisions made by the Rockville City Manager regarding permit parking applications as described in Resolution 27-05 and Rockville City Code, Chapter 23 – Traffic, Sec. 23-44 – Creation of permit parking zones and designation of permit parking areas.
 - f. Approve the official names of newly constructed or reconstructed bridges within the City of Rockville.
 - g. Assist the Mayor and Council and City agencies, as appropriate, to engage with the public and extend transportation and mobility related education efforts.

This is still a work in progress. I and the other members on the Traffic and Transportation Commission thank you for your consideration of this amendment to the City Code. This step will help guide and formalize the commission's role and help provide better and more consistent advice to the Mayor and Council.

Please do not hesitate to contact me should you have any questions about this proposal or should you want to attend and discuss this issue at a Traffic and Transportation Commission meeting.

Thank you,

Kathleen Kleinmann, Chair
City of Rockville Traffic & Transportation Commission

